



King County
Department of Community and Human Services
Developmental Disabilities Division
Board for Developmental Disabilities
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King County Board for Developmental Disabilities Membership Recruitment

The King County Board for Developmental Disabilities is seeking residents of King County interested in serving on the Board. The Board is a 15-member citizen's advisory board which provides oversight of community services for residents of the County who have mental retardation, cerebral palsy, epilepsy, autism, or other neurological impairments, and their families. The Board develops plans, makes recommendations on the use of available funds, and advocates for increases in state funding and improvements in services. Current projects include development of a housing plan to assist individuals with developmental disabilities to access affordable housing and an implementation plan for providing child development services in natural environments.

All interested residents of King County are encouraged to apply. The primary criteria for membership is an interest in assisting individuals with developmental disabilities to access available services and integrate into and become full participants in their communities. These positions are non-paid. Appointees cannot be King County employees or staff or board members of any agency with whom the King County Developmental Disabilities Division contracts for services. Prospective candidates should be able to devote a minimum of 10 hours a month to Board activities. Board members are appointed by the King County Executive, subject to the approval of the King County Council. Appointments are for terms of up to three years.

The County is interested in a balanced representation on the Board, in terms of ethnicity, occupation, geographic location, and experience with developmental disability issues. Currently, the Board is seeking to increase cultural diversity and to achieve geographic representation from King County Council District Nos. 5 (South Central Seattle, Skyway, Tukwila and part of Renton), 6 (Mercer Island and east side of Lake Washington from Hunts Point south to include part of Renton), 8 (West Seattle, Burien and Vashon Island) and 10 (north and south of Lake Union, Central and a portion of South Seattle). Individuals with developmental disabilities living in any area are strongly encouraged to apply.

For a complete application, please call Michaelle Monday at 206-205-6332, or email her at michaelle.monday@metrokc.gov, see our website at www.metrokc.gov/dchs/ddd or come to our offices at 821 Second Avenue, Suite 400, Seattle, WA 98104-1519.



Sign language and communication material in alternate formats can be arranged given sufficient notice. Voice 206-296-5214 / TTY Relay 711.



KING COUNTY

DEVELOPMENTAL DISABILITIES DIVISION

King County Board for Developmental Disabilities Vision Statement

“To assist, in an intentionally inclusive way, all individuals with developmental disabilities residing in King County to realize their life goals as full participants in their communities.”

Overview

The King County Developmental Disabilities Division (KCDDD) assists people with developmental disabilities and their families through service contracts with provider agencies. King County receives funds for these programs from federal and state sources through the State of Washington Department of Social and Health Services (DSHS). The 15-member King County Board for Developmental Disabilities brings a local voice and community participation to planning and policy-making.

Program Description

KCDDD, in cooperation with the State Division of Developmental Disabilities (DDD), works with local organizations to provide a spectrum of services enabling people with developmental disabilities to participate in their communities. State DDD determines eligibility (see definition below) and provides case management, family support, and residential services. KCDDD contracts for the following services: child development, including therapy and technological assistance; family resource coordination, parent coalition and parent training; employment services, including training and placement; community access opportunities, including consumer guidance and self advocacy; and community support programs.

King County programs assist adults and children ages birth to three. Children and youth, ages four to 21, receive services through the public school system.

Definition and Eligibility

To be considered a person with a developmental disability and to become eligible for services, a person must have at least one of the following conditions: mental retardation, cerebral palsy, epilepsy, autism, or another neurological condition similar to mental retardation. The disability must occur before age 18; it must be expected to continue indefinitely; and must result in a substantial impairment.

Young children who show a developmental delay may also be eligible for services. Adults can become eligible for services if their disability occurred before age 18, regardless of their current age.

Who to Contact for More Information

Eligibility information: If you would like more information on how to become eligible to receive developmental disabilities services, please call the State DDD at 206-568-5724.

King County Program Information: If you would like more information on programs funded by King County, call 206-296-5214 or TTY Relay 711.

ROLES AND RESPONSIBILITIES

King County Board for Developmental Disabilities

The King County Board for Developmental Disabilities Division is an *advisory Board*. As a member, you will help shape the service system for people with developmental disabilities. As detailed below, you will have the opportunity and responsibility to advise in areas from legislative advocacy to specific program development.

Planning

The main document for overall direction of the developmental disabilities service delivery system is the Biennial Plan, which is produced every two years in conjunction with the biennial budget schedule of the State of Washington. Boardmembers participate in public meetings designed to gather input on the Biennial Plan and review and approve the Plan (in a format required by Washington State).

Board Members also develop policy recommendations, which take into account legal and contractual requirements and restrictions. Each year, the Board's Legislative Committee develops a legislative agenda which is presented to Washington State Legislators representing King County. Recommendations also take the form of letters of support, or are conveyed directly through personal meetings with elected officials.

Through the Board's public meeting process and interaction with the developmental disabilities community, Boardmembers provide an environment which encourages interested residents of King County and representatives of other community groups to participate in the Board's planning and decision-making processes. Boardmembers also participate in the planning and decision-making processes of other public organizations to ensure that the interests of people with developmental disabilities and their families are represented.

Objectives of the Board are to:

- Provide policy leadership, which inspires and clarifies.
- Explore long-range issues in the developmental disabilities system and launches initiatives to respond to them.
- Identify relevant constituencies and develops clear relationships with them.
- Facilitate both diversity and unity in discussions and decisions.

The Board is responsible and accountable to itself for its own performance and the effective fulfillment of its obligations.

**Program
Development &
Use of
Resources**

Board Members participate on work groups with staff, providers, and other community representatives (as appropriate) to:

- Review program issues and plans.
- Provide advice to staff concerning priorities and future directions.
- Determine desired outcomes of activities and participate in the development of an outcome-based evaluation approach for developmental disabilities programs.
- Participate in staff-led work groups on specific program issues and serve on panels to rate Requests for Proposals (RFP's).
- Review the budget of the Developmental Disabilities Division to advise on the extent to which its overall funding supports the policies and priorities of the Biennial Plan.
- Provide recommendations to the Division concerning funding policies and the budgeting of service dollars to major program areas.

**Board
Responsibilities**

Educate oneself about the needs and preferences of people with developmental disabilities and their families.

Attend regularly and actively participate in Board and committee meetings. Notify the Chair or Division staff when you are unable to attend.

Serve on a least one committee of the Board. Read and review all materials in advance of meetings and be prepared to participate in discussions.

Approve any changes to the Bylaws, as needed.

Support your fellow Board members to accept positions of leadership and responsibility.

Recruit candidates for the Board, helping ensure an adequate cross-section representation of the community.

Commit sufficient time to accomplish the responsibilities listed above.

Relationships

Those You Represent: Invite people with developmental disabilities, their families and others to explore common concerns and to engage in respectful discussions when differences arise.

Policymakers: Advocate to the State Legislature and the Governor for funding and for specific legislation of important to people with developmental disabilities. Become informed and advocate on federal policy and legislation. Utilize your rights as a private citizen to speak out on issues and exercise your right to vote for candidates and ballot measures.

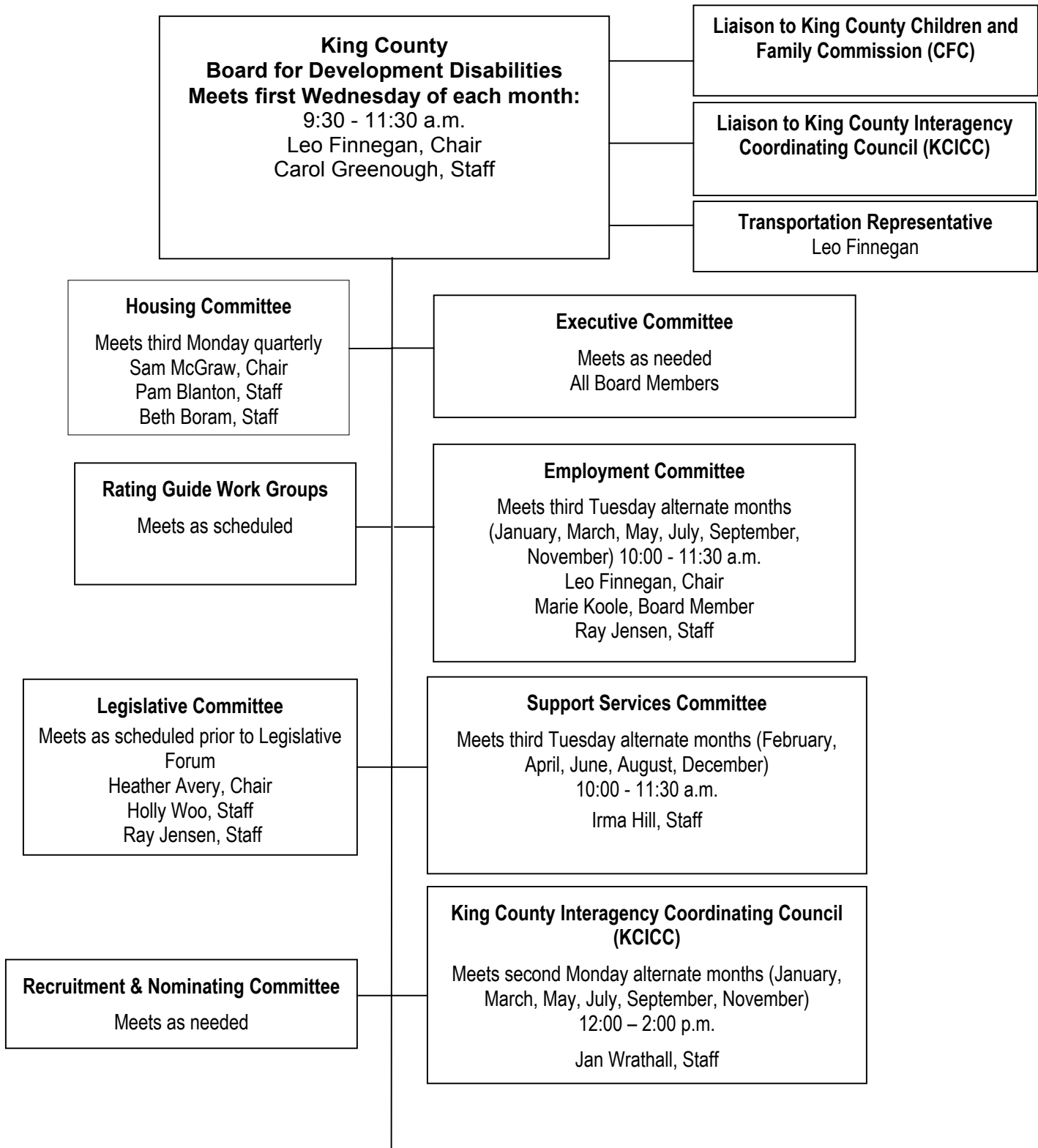
Community: Be attuned to the community for information that may be of value to the work of the Division and communicate the information to the Board and/or staff. Convey information about developmental disabilities to individuals and organizations in your own community.

Administrative Structure

The Board focuses on policies, priorities and strategic direction, while Division staff focuses on day-to-day program administration and contracting. The relationship between Board members and Division Manager is collegial, not hierarchical.

While Division staff supports the Board's work, such as staffing committees, researching information, and drafting correspondence, duties and priorities of the Division Manager are delegated through the Director of the Department of Community and Human Services; duties of all other staff within the Division are delegated through the Division Manager.

Board Structure



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Have you had any involvement with persons who are developmentally disabled?

☐ Yes ☐ No

If yes, what has been your personal involvement?

What has been your professional involvement?

What areas of services for persons with developmental disabilities are you interested in?

How did you learn about this opportunity?

Time Commitment: At a minimum you will be required to attend the full Board meeting on the first Wednesday of the month from 9:30 to 11:30 a.m., and at least one committee meeting every month. You must arrange your own transportation to the meetings, which are usually held in Seattle. Will you be able to make this commitment for the length of your term?

Please indicate yes or no: _____

Appointees to the King County Board for Developmental Disabilities may not be a staff or board member of any agency with whom the County contracts for services (including agencies who are currently applying to the County) because of the potential for conflict of interest. A list of current agencies under contract with the Developmental Disabilities Program is attached.

The County Executive seeks diverse representation on the King County Board for Developmental Disabilities. Information in the section below will assist in achieving this goal. Completion of the section is voluntary.

Thank you for your interest in serving on the King County Board for Developmental Disabilities. If you have any questions, please contact Carol Greenough at 206-296-5267.

I am available to accept an appointment to the King County Board for Developmental Disabilities for a term not to exceed three years.

Signature

Dear Applicant:

This survey is completely voluntary; no adverse action will be taken as a result of your answers. Information, if given, will be maintained confidentially.

Gender: ☐ Male ☐ Female

Race/Ethnicity: ☐ Caucasian, Non-Hispanic
☐ Native American, Non-Hispanic
☐ Asian/Pacific Island, Non-Hispanic
☐ African American, Non-Hispanic
☐ Other, Non-Hispanic
☐ Hispanic

Age: _____

Any disabilities you presently have: ☐ Blind/Low Vision
☐ Deaf/Hard of Hearing
☐ Physical/Mobility
☐ Developmental
☐ Mental

Veteran Status: ☐ Disabled Veteran
☐ Vietnam Era Veteran

Primary Language: _____

Agencies Contracting with King County Development Disabilities Division

As of January 2004

If you are an employee or board member of any of the following agencies, you are not eligible for membership on the King County Board for Developmental Disabilities due to the potential for conflict of interest.

AtWork!	Northwest Center
Birth to Three Developmental Center	O'Neill & Associates
Boyer Children's Clinic	Parkview Services
Camp Fire USA, Central Puget Sound Council	PROVAIL
Cares of Washington	Puget Sound Personnel, Inc.
Centerforce	Quality Industrial Services
Child Care Resources	Rehabco
Childhaven	Rios Employment & Consulting Services Inc.
Children's Hospital & Regional Medical Center, Sibshops Program	Seattle Center Foundation/Academy
Children's Medical Center, ECHI	Seattle Central Community College
Children's Services of Sno-Valley	Seattle Children's Home
Children's Therapy Center of Kent	Seattle Lighthouse for the Blind
City of Enumclaw	Seattle Mental Health Institute
City of Federal Way	Senior Services of Seattle/King County
City of Issaquah	• Northshore Adult Day Center
City of Kent	• Shoreline Adult Day Health
City of Shoreline	• Woodinville Adult Day Center
Community Psychiatric Clinic	Shoreline Community College
Community Trades and Careers	SKCAC Industries
Down Syndrome Community	SKIFORALL Foundation
Elder & Adult Services	Sound Employment Services
Eastside Employment Services	Southwest Youth & Family Services
Families For Effective Autism Treatment (FEAT)	Swedish Hospital Health Services
First Choice Childcare Agency	The Arc of King County
Hearing, Speech and Deafness Center	Trillium
Highline Community College	University of Washington - Department of Rehabilitative Medicine
Kinderling Center	University of Washington - EEU
L. Turner Associates, Inc.	VADIS NW
Listen & Talk	Vashon Island School District
Little Bit Therapeutic Riding Center	Wallingford Boys & Girls Club
Muckleshoot Indian Tribe	

Washington Health Foundation/CHAP
Kidcare

Washington Initiative for Supported
Employment (W.I.S.E.)

Washington State Employment
Security

Wonderland Developmental Center

Work Opportunities, Inc.
YMCA of Greater Seattle /
Northshore

